

## **Clerk of the Circuit Court**

2500 Washington Avenue Newport News, VA 23607-4307



Phone (757) 926-8561 Fax (757) 926-8531

May 18, 2020

## NOTICE: PERTAINING TO COVID-19 (CORONAVIRUS)-UPDATE

Due to the COVID-19 outbreak, the Supreme Court of Virginia issued a Fourth Order Modifying and Extending Declaration of Judicial Emergency on May 6, 2020. In accordance with the order, the Newport News Circuit Court Clerk's Office will continue to limit access to our office. Our staff will continue to be in the office during normal business hours from 8:00 a.m.- 4:30 p.m., Monday-Friday.

For the safety and health of our staff and the public, all individuals entering the Circuit Court Clerk's Office are required to wear a mask or cloth face cover that shield the nose and mouth. No more than 4 individuals will be permitted in the record room at one time and no more than 8 additional individuals will be permitted in the office lobby at one time. To maintain a safe social distance while conducting business in the office, please adhere to the distance markers that are in place.

Locked drop-boxes are still available for the drop-offs of filings and recordings in the Courthouse lobby outside of the Circuit Court Clerk's office doors. Attorneys are requested to file all **new** civil matters using E-file.

Court Costs and Fines can be paid utilizing the link below: <a href="https://eapps.courts.state.va.us/fmsOnline/#/searchHome?fips=000C">https://eapps.courts.state.va.us/fmsOnline/#/searchHome?fips=000C</a>

If your matter requires the direct assistance of a Deputy Clerk, if you have additional questions, or require further assistance, please contact us on any of the phone numbers and/or emails below:

Main number: 757-926-8561
Alt. number: 757-926-8356
Alt. number: 757-926-8355
Probate: probate@nnva.gov

Marriage License: marriagelicense@nnva.gov
Land Records: landrecords@nnva.gov

This Notice will be updated as needed unless further statewide action is implemented.

NOTE: PLEASE BE AWARE THAT CALL VOLUMES ARE EXTREMELY HIGH. THANK YOU IN ADVANCE FOR YOUR PATIENCE AND UNDERSTANDING

Sincerely.

Angela F. Reason, Clerk

Angela J. Reason